



Fulford

Parish Council

The Cemetery Lodge

Fordlands Road

York

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Minutes of the Meeting of Fulford Parish Council Being held at 19:30 on Tuesday 27th February 2024 in The Old Library, Fulford Social Hall, School Lane, Fulford, York.

Present: Cllr. Juliet Koprowska (Chair); Cllr. Simon Marsh (Vice-Chair); Cllr. Keith Aspden; Cllr. Vivienne Clare; Cllr. Mary Urmston; Cllr. Andrew Vevers; Cllr. Geof Walker; Ward Councillor, Kate Ravilious; 1 Representative from Fulford Sports Clubs; 3 Representatives from Fulford in Bloom and the Clerk.

23201. Chair's welcome.

The Chair welcomed all present to the meeting and initiated introductions.

23202. To receive apologies and approve reasons for absence.

There were no apologies for absence and therefore no reasons for absence to approve.

23203. To receive any declarations of interest.

Cllr. Aspden declared a non-pecuniary interest in Item 23207.a.iii as a member of Fulford in Bloom.

23204. To receive and approve the Minutes of the Meeting of the Parish Council held on 16 January 2024.

The Minutes of the Meeting of the Parish Council held on 16 January 2024 were approved as a true record of the meeting.

23205. To consider any applications for co-option to the Parish Council.

There had been no applications for co-option.

23206. To receive and consider Parishioners' Questions:

The Chair informed members of the public present that they can address the council and invited them to speak.

a. Residents' request to consider speeding concerns at St Oswald's Road

It was noted that the Ward Councillor and Speed Concerns were already aware of the residents' concerns and had already responded to the correspondent. It was further noted that St Oswald's Road is already a 20 m.p.h. zone and therefore no action was considered appropriate.

There being 3 representatives from Fulford in Bloom present, the Chair brought forward Item 23207.a.iii to this point of the meeting. It will be recorded in the minutes in item order.

There being a representative from Fulford Sports Clubs present, the Chair brought Items 23207.a.vii 23217.e. to this point of the meeting. It will be recorded in the minutes at Item 23217.e.

23207. To note the correspondence received at Appendix 1 and decide if any action is necessary.

The following correspondence was noted and considered further where minuted.

a. General Correspondence

i) **Battle of Fulford Heritage Trail Email & CYC Response dated 26 January 2024;**

ii) **Fulford Flood Alleviation Scheme Email dated 22 January 2024;**

iii) **Fulford in Bloom request for renovation of the Fulford planters dated 18 January 2024;**

Councillors noted the images provided by the representatives from Fulford in Bloom and noted the Clerk's information on funds available and the options for virement within the Open Spaces item of the budget. It was further noted that the original supplier (based in Skegness) had quoted £825 + VAT in 2021 for renovation of 2 of the signs (excluding removal, postage to the supplier and re-fitting). It was noted that the Clerk had made preliminary investigations for local suppliers.

It was RESOLVED to find an expert (local if possible) to assess and provide a quote, to gratefully accept the offer of a donation from Fulford in Bloom towards the cost and to fund the balance using virement from within the Open Spaces 2023/2024 budget.

Councillors noted that the representatives from Fulford in Bloom had contacted CYC to request clearance of leaves at a central island along the A19 but had been informed that the CYC team were unable to carry out works in the centre of the road.

Councillors thanked the representatives for their hard work and commitment and complimented the displays they create and maintain in the parish.

iv) One Planet York Letter dated 29 January 2024 and attachment;

Following consideration of the information contained, it was agreed that the Parish Council had already committed to the principles outlined and it was therefore RESOLVED not to sign up to One Planet York.

v) St Oswald's Church Ramp Email dated 6 February 2024;

vi) Email dated 8 February 2024 to all PCs relating to the York and North Yorkshire Combined Mayoral election 2024 with pre-Election Publicity Guidance

vii) Emails with Sports Club representatives and CYC officers relating to the Parish Field

b. NALC Correspondence: NALC

i) Chief Executive's Bulletins dated 18th & 25th January and 1st, 8th, 15th & 22nd February 2024.

ii) Newsletters dated 24th & 31st January and 7th, 14th & 21st February 2024;

iii) NALC Briefing on Council email addresses.

It was noted that the data migration to CloudyIT is scheduled for early March and it will include new gov.uk email addresses and a domain name for the council in accordance with the NALC recommendations in this briefing.

c. YLCA Correspondence:

i) Training & Discussion Forums between 22 January and 29 February 2024;

ii) Fire Safety Legislation Changes Guidance for Non-Residential Premises;

It was noted that the Social Hall and Cemetery Working Groups would consider the Fire Safety Legislation Changes to determine whether any changes should be made to current practices for recommendations to the next meeting.

iii) Law and Governance Bulletin dated January 2024;

It was noted that the s.137 limit for 2024/2025 is £10.81, representing a limit of £25,998.05 s.137 expenditure.

The changes in procurement thresholds mentioned in this bulletin were noted and detailed at Item 23207.c.iv. It was further noted that the Financial Regulations and Standing Orders were reviewed to reflect these changes for consideration at Item 23211.a.

The Public Sector Equality Duty and guidance for public authorities when taking decisions was noted.

iv) Personnel and Advice Solutions Ltd council news January 2024;

It was RESOLVED that the HR Panel would consider the Employment briefing in the Law & Governance Bulletin.

v) The Parkinson Partnership Briefing – Procurement Thresholds from January 2024;

Noted at Item 23207.c.iii.

vi) White Rose Bulletins dated 19th January and 2nd & 16th February 2024;

The Social Hall working group noted the Grant opportunities in the bulletins and the information on Village Halls Week.

vii) Councillor development framework;

viii) Email relating to York Branch Meeting 15 February 2024;

ix) Training Programme April – September 2024.

23208. To receive and consider any report from the Ward Councillor and decide on any necessary action.

Cllr. Ravilious (KR) reported that the Carbon Reduction Team had succeeded with obtaining grants to fund the Retro-Fit One Stop for York which will enable York residents to receive energy surveys on their properties with recommendations for suppliers. A project manager will be appointed to get the scheme up and running over the next few months.

KR referred to a recent paper explaining changes to the management of the Public Realm which included reductions in the number of grass cuts to 6 per year in 2024/2025; 2 weed sprays per year; more road sweeping; switching from annuals to sustainable planting in the City Centre; more relaxed or no-mow specific areas to measure biodiversity; guidelines to landowners of rural verges as part of a new approach for which feedback will be encouraged.

KR highlighted the Great British Spring Clean event in Fulford on 16 March which will concentrate on litter picking in the Germany Beck area. Posters and social media will publicise the event.

KR reported that Steve Wragg, the Flood Risk Manager will be changing roles and moving to Highways so a new Flood Risk Manager will need to be recruited. It was noted that the absence of a Flood Risk Manager may cause delays to the progression of the Fordlands Road pumping station scheme. It was RESOLVED to write to CYC, expressing the Parish Council's wish for the scheme to be progressed as a matter of urgency and to suggest the recruitment of an external flood manager if necessary to keep the impetus going and to resolve the issues over the Open Space land.

KR informed the council that she would be attending a Make Space for Girls event at Rowntree Park as part of her research to make sure that the offer and management of the S.106 recreational funding for the Parish Field is as equitable as possible.

KR reported that the Transport Consultation was now closed, that it had been very successful in terms of numbers of responses and a report would be brought to the executive within the next couple of weeks. It was noted that the following the Mayoral elections in May, CYC would be working with the new Mayor for aspects of transport management and the key network.

It was noted that the CYC Budget had been approved the previous week at full council and that it had involved particularly tough decisions this year.

23209. To receive and consider any report from the Police and decide on any necessary action.

It was noted that the January reports are awaited.

23210. To consider the following financial matters and decide on any necessary action:

a. To approve the payments presented for authorisation;


It was RESOLVED to approve the following payments and it was confirmed that two councillors would authorise the online payments with Unity Trust:

**Fulford Parish Council
PAYMENTS LIST**

Voucher	Date	Description	Supplier	VAT Type	Total
312	15/01/2024	Commercial Waste Charges	City of York Council	E	523.77
313	15/01/2024	Commercial Waste Charges	City of York Council	E	71.11
307	15/01/2024	Cemetery Vehicles Fuel Charges	Fuel Genie	S	240.06
309	15/01/2024	Chip & PIN Machine Fees & Charges	Clover (Fiserv/First Data)	S	25.59
305	18/01/2024	Home Working Allowance Payment		X	26.00
311	18/01/2024	Monthly NYPF Payment	North Yorkshire Pension Fund	X	3,676.63
304	19/01/2024	Reimbs Expenses - Cemetery Fuel at Morrisons		S	52.34
310	25/01/2024	Monthly HMRC Payment	HM Revenue & Customs	X	3,808.10
306	26/01/2024	Commercial Clearing Charges	Smart Clearing Group Limited	S	396.00
314	30/01/2024	Water Rates Payment	Yorkshire Water	E	70.33
308	31/01/2024	Broadband and Phone Payment	York Data Services	S	19.91
329	31/01/2024	Monthly Subscription Payment	HP Instant Ink	S	4.49
330	31/01/2024	Monthly Subscription Payment	Microsoft Ireland Operations Ltd	S	24.72
331	31/01/2024	Monthly Subscription Payment	Expend Limited	S	11.99
331	31/01/2024	Monthly Subscription Payment	Expend Limited	S	11.99
315	31/01/2024	Net Salaries	All Employees	X	10,659.72
317	01/02/2024	Monthly NYPF Payment	North Yorkshire Pension Fund	X	3,478.99
321	05/02/2024	Water Rates Payment	Business Stream	E	124.79
322	05/02/2024	Redecoration of historic damp area - Cemetery Apartment	Martin & Co	E	180.00
323	05/02/2024	Nortons Boiler Repairs to correct timer	Martin & Co	E	266.23
318	05/02/2024	Cemetery Lodge Apartment Rent Guarantee Fee	Martin & Co	S	31.20
319	05/02/2024	Property Management Fee	Martin & Co	S	78.84
320	05/02/2024	Broadband and Phone Payment	TalkTalk Business	S	39.50
326	08/02/2024	Vacancy Advertising	Yorkshire Local Councils Association	E	15.00
327	08/02/2024	Webinar Training Charges	Yorkshire Local Councils Association	E	25.00
332	08/02/2024	Newsletter Distribution	The Advertising Bk Company - York Leaflets	E	279.00
333	08/02/2024	CORRECT DUPLICATE	SSE Energy Solutions	L	-80.42
334	08/02/2024	CORRECT DUPLICATE	SSE Energy Solutions	L	-136.44
324	08/02/2024	Playground Inspection Charges	Hags_Snp Ltd	S	168.00
325	08/02/2024	Repair Agri Loose Wheel	Tech Tyres Ltd	S	58.80
328	08/02/2024	Disbursement Only Invoice - Court Fees	Walton & Co	Z	878.00
336	09/02/2024	Chip & PIN Machine Service Charges & Fees	Clover (Fiserv/First Data)	S	51.37
335	13/02/2024	Cemetery Vehicles Fuel Charges	Fuel Genie	S	135.01
337	14/02/2024	Mobile Phone Charges- Clerk	GiffGaff Ltd	S	6.00
338	14/02/2024	Monthly Subscription Payment	HP Instant Ink	S	4.49
316	20/02/2024	Monthly HMRC Payment	HM Revenue & Customs	X	3,459.36
339	28/02/2024	Bi-Annual Inspection of Fire Precautions	Advance Fire Services	S	89.70
344	28/02/2024	Refill Fire Extinguishers	Advance Fire Services	S	123.00
341	29/02/2024	Monthly NYPF Payment	North Yorkshire Pension Fund	X	3,493.48
342	29/02/2024	Net Salaries	All Employees	X	10,696.18
340	20/03/2024	Monthly HMRC Payment	HM Revenue & Customs	X	3,484.73
Created by 				Total	38,723.93

b. To note the receipts presented;

The income set out below was noted and it was further noted that detailed transaction information is available to the council on Scribe.

Fulford Parish Council			
			27 February 2024 (2023-2024)
Summary of Receipts			
CEM1 Cemetery Income			
Title			Actual
CEM1 Cemetery Fees - Burial Rights Purchases			3,390.00
CEM1 Cemetery Fees - Interments			15,436.00
CEM1 Cemetery Fees - Memorials			2,159.00
SUB TOTAL			20,895.00
PC1 Parish Council Income			
Title			Actual
PC1 Other Income - Sundry Receipts			25.00
PC1 Playing Field Maintenance Contributions			1.00
PC1 Rents - Social Hall			2,099.50
SUB TOTAL			2,075.50
TNCY1 Parish Council Tenancy Account			
Title			Actual
TNCY1 Tenancy - Income Gain to Repay Reserves			730.00
SUB TOTAL			730.00
	TOTAL		23,700.50
Created by  Scribe			

c. To approve the bank reconciliation;

It was RESOLVED to approve the Bank Reconciliation dated 27 February 2024.

d. To note the statement of reserves;

e. To note the budget summary report for the year to date.

It was noted that Items 23210.d. & 23210.e. are combined in the Net Position & Reserves Balance Summary Report which was noted.

23211. To consider the following governance matters and decide on any necessary action:

a. To consider approval of the updated Financial Regulations to incorporate the changes to procurement thresholds introduced on 1 January 2024

It was RESOLVED to approve the updated Financial Regulations incorporating the changes to procurement thresholds introduced on 1 January 2024.

b. To consider approval of the updated Standing Orders to incorporate the changes to procurement thresholds introduced on 1 January 2024;

It was RESOLVED to approve the updated Standing Orders incorporating the changes to procurement thresholds introduced on 1 January 2024.

c. To note the Business Continuity Plan was updated on 29th January 2024 and shared with the Chair;

It was noted that the Business Continuity Plan was updated on 29th January 2024 and shared with the Chair.

d. To consider the updated Policy Record & Checklist and decide on any necessary action.

It was noted that the Policy Record and Checklist had been updated and that some policies will need to be reviewed over the course of the next year.

23212. To consider a report of planning applications and questions considered by the Planning Working Group and decide on any further action:

a. New applications:

- i) 23/02384/FUL | Construction of a 3G Artificial Grass Pitch with perimeter fencing, acoustic fencing, hardstanding areas, storage container, floodlights, an access footpath, and a modular building | Fulford School Fulfordgate York YO10 4FY;**

It was RESOLVED to comment as follows:

- Support the provision of a multi-use games area;
- Agree with Sport England that a condition must be imposed to ensure sufficient and affordable access to the facility is provided to the local community in perpetuity;
- The ecology survey fails to identify the pond located directly adjacent to the east boundary of the site – further assessment of ecology may be required;
- Concerns raised with regard to the impact of the large earth bund located to the north of the site.

- ii) 24/00042/FUL | Repair of front boundary wall including modification of railings | St Oswalds Church Main Street Fulford York YO10 4HJ.**

It was RESOLVED to comment as follows:

- The restoration of the walls and railings is fully supported.
- The round iron balls could appear as an incongruous addition to the railings but the Parish Council agrees with the Conservation Officer that the level of harm would be minor. However, (if feasible) a more customised design could be beneficial.

b. Ongoing applications:

- i) 23/02183/FUL | Single storey side/rear extensions and erection of garage to rear following demolition of existing outbuilding and detached garage. | Elmfields 142 Main Street Fulford York YO10 4PS**

It was noted that the application had been approved by the LPA.

- ii) *To consider exclusion of the press and public from the discussion of any aspect of item 23212.b.iii by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960***

No exclusion was decided.

- iii) 23/01234/FUL - Conversion of Nos. 100-102 to provide 4no. dwellings with external alterations and extensions. Erection of 1 no. dwelling to the rear and parking. (resubmission). 100 Main Street Fulford York YO10 4PS**

(Approved by planning committee but decision notice awaited)

It was RESOLVED to commission solicitor's advice regarding the lawfulness of the planning committee's decision with the proviso that advice from counsel would not be sought at this stage.

- iv) 23/00283/FUL Fulford Flood Alleviation Scheme Pt Fulford Ings and Pt Playing Fields Selby Road York 22/02437/FUL (LPA Approved);**

It was noted that there was no update, but discussions were awaited regarding replacement land and/or sale of land to CYC.

- v) 23/00427/FUL – Two and single storey rear extensions, single storey side extension and raised ridge height following demolition of existing garage and side/rear extensions. Kanoni 138 Heslington Lane York YO10 5ND.**

It was RESOLVED to ask the LPA to publish the survey referenced by the ecology officer, which is not available on the planning portal, plus internal correspondence between officers and the applicant.

c. Appeals:

- i) **23/01297/FUL - Change of use from public house (sui generis) to ground floor coffee shop (use class E), 3no. flats to first and second floor levels. Erection of a single storey rear extension following removal of conservatory with associated external works, boundary treatment and parking. Bay Horse Public House 105 Main Street Fulford York YO10 4PN.**

It was RESOLVED that the Planning working group would draft a response to the appeal in line with the Council's response to the original application to be submitted before the deadline of 19 March and to request more information from the case officer about the status of the company names in the application.

- d. **To note the LPA decided applications** (<https://planningaccess.york.gov.uk/online-applications/>)
The decided applications were noted.

23213. To consider application for an Article 4 Direction to expand removal of permanent development rights to the Germany Beck development adjoining the Conservation Area.

It was RESOLVED to write to inform CYC that the council wishes to start the procedure and to ask them for their advice. It was noted that Heslington Parish Council had recently undergone the process and may also be able to advise.

23214. To receive and consider an update on matters pertaining to the Germany Beck Liaison Advisory Committee (LAC).

It was noted that the next meeting of the LAC had been proposed for 11th March at 5pm. It was agreed that additional discussions about the parish field should be requested as an agenda item and that the Clerk would follow up with Persimmon.

23215. To receive and consider any update on the Local Plan Examination (Phase 1) and decide on any necessary action.

It was noted that the phase 5 hearing will be held on 6th March, following which the Inspectors will issue their report.

23216. To receive and consider a report from the Cemetery working group and decide on any necessary action to include:

- a. **Consideration of a recommendation of a 5% increase in fees for 2024/2025 to the Cemetery Committee;**

It was RESOLVED to recommend a 5% increase in fees for 2024/2025 to the Cemetery Committee;

- b. **Consideration of the draft 2024/2025 Cemetery Budget for recommendation to the Cemetery Committee.**

It was RESOLVED to recommend the 2024/2025 Cemetery Budget as drafted to the Cemetery Committee.

23217. To receive and consider a report from the Open Spaces working group and decide on any necessary action to include:

- a. **Biodiversity and adoption of a Biodiversity Policy;**

It was RESOLVED to use the South Gloucestershire Council policy as a template with the Open Spaces and FCEE working groups to amend for recommendation for adoption.

KR mentioned the City Nature Survey being carried out in April and it was agreed that it might be helpful to link with them for their help.

- b. **Tree Survey;**

It was noted that the relevant landowner has been notified of the information in the tree survey and its recommendations.

Any decision to implement a rota of inspection and action was deferred.

- c. **Allotments;**

- i) It was noted that the next allotments meeting was scheduled for 5 March at 7pm in the Social Hall and that notices had been circulated to tenants and added to the allotments noticeboard.

- ii) It was noted that Cllr. Vevers had obtained brass stencils to mark each plot and that plots would be marked out after the allotments meeting.

- iii) It was agreed that newly available full plots would be divided width-wise to offer half plots and Cllr. Vevers agreed to liaise with the Cemetery Assistant on how the division of the plots could be facilitated.
- iv) It was noted that the Cemetery staff had been asked to trim the lane up to the vehicle gate.
- v) It was noted that following contact with the York Beekeepers Association, 3 new potential tenants had been in touch expressing interest in the vacancies in the apiary.
- vi) It was noted that Cllrs. Vevers, Koprowska and Marsh will do a Cemetery and Allotments walk on 10th April at 1pm and would review any tasks that may be suitable for Good Gym to undertake.
- vii) It was noted that 26 Fulford residents and 17 non-Fulford residents were on the waiting list and that the list of historic entries had been reviewed in May 2023.

d. Fordlands Road;

It was noted that there was no update except that the new Titan Swing had been ordered with HAGS.

e. Parish Field School Lane:

i) Sport England Grant;

It was RESOLVED to accept the quotation from Chappelow to be claimed from the Sport England grant and that the contractor would be asked to discuss disposal of any excess soil with the council.

ii) Pavilion replacement proposals from the Sports Club;

It was noted that councillors did not favour the idea of a two-storey building or an increased footprint for inclusion of the new secure compound and queries were raised about the proportion of s.106 funding that would be allocated to a replacement pavilion within the overall project for the parish field. It was noted that until the ownership of the land question is resolved, no firm decisions could be taken on any aspect of the scheme. It was further noted that KR was exploring options for how the s.106 can best be used to make the open space work to encourage more people to use the land recreationally.

It was therefore RESOLVED to defer any decision on the pavilion until more information is available and has been discussed with the other stakeholders, KR and Paul Forrest and that it can only really be considered once the land ownership has been decided by Persimmon.

It was also RESOLVED to seek legal advice on the options for the status of the land on which the current pavilion stands/any altered footprint for a new pavilion.

f. Play Equipment;

It was noted that the new Titan Swing has been instructed for installation at Fordlands Road Playground.

It was noted that the groundworks and repairs at School Lane Playground have been delayed by the weather conditions/waterlogged ground. Team Sport & Play have provided regular updates and as soon as the conditions allow, the work will be carried out.

g. Village Green;

No update.

h. Street Furniture:

It was noted that the Cemetery staff have agreed to renovate the Heslington Lane noticeboard in the upcoming weeks. Cllr. Vevers agreed to repair the Main Street noticeboard at the GP surgery and replace the lock.

It was RESOLVED that the Open Spaces working group would devise a specification of works for the Naburn Bus Shelter repairs for quotes to be sought.

23218. To receive and consider a report from the Social Hall working group and decide on any necessary action to include:

a. To consider any plans for the Public Meeting on 8th March;

It was RESOLVED to approve the Public Meeting poster as drafted and amended and publish it on the website and Facebook page alongside a press release to be drafted by Cllr. Clare and the Clerk and to be sent to York Press.

b. To receive an update on the renovation plans;

It was noted that the Clerk was in touch with Phil Bixby to make arrangements for a meeting to consider the Phase 1 suggested plans.

c. To consider any impact of Martyn's Law.

It was noted that it was highly unlikely that Martyn's Law would impact the Social Hall as the revised requirements relate only to the procedures to be followed by people working at the premises in the event of an attack occurring or suspected as about to occur and no members of staff work at the premises.

23219. To receive and consider any update from the Fulford Climate and Ecological Emergency Working Group FCEE and decide on any necessary action.

No update received from FCEE.

23220. To consider any change of style to Fulford Parish Council.

It was RESOLVED to include an article in the next newsletter about the possibility and on Facebook posts to garner public opinion before considering further.

23221. To consider a Communications Strategy.

It was noted that it may be useful to develop a Communications Strategy.

23222. To consider a date and arrangements for the Annual Parish Meeting.

It was RESOLVED to hold the Annual Parish Meeting on 14th May at 6.30pm before the Annual Parish Council meeting.

23223. To consider any updates or information resulting from recent training webinars and decide on any necessary action.

It was noted that the Clerk is scheduled to attend a Scribe webinar on end of year procedures on Thursday 29th February.

23224. To consider exclusion of the press and public from the discussion of any aspect of item 23225 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

It was RESOLVED to exclude the press and public from the discussion of any aspect of item 23225 by virtue of s.1(2) of the Public Bodies (Admission to Meetings) Act 1960.

23225. To receive and consider reports from the HR panel and decide on any necessary action to include:

a. Delegation of power to the HR Panel for the shortlisting and interviewing of any candidates for the position of Deputy Clerk;

It was RESOLVED to delegate shortlisting and interviewing any candidates to the HR Panel and Clerk.

b. To consider requests to carry over Annual Leave.

It was RESOLVED to approve the requests to carry over leave entitlement into 2024/2025.

23226. To consider and propose any items for inclusion on the agenda for the next meeting.

It was noted that items can be suggested by email to the Clerk before Wednesday 3rd April 2024.

23227. Confirm date and time of next meeting.

The following Meeting Dates & Times were noted:

Public Meeting for the Social Hall Plans: 8 March 18:00 – 20:00

Cemetery Committee: Wednesday 13 March at 13:30

Parish Council: Tuesday 9 April at 19:30.

The Chair closed the meeting at 22:09

Signed: Chair

Appendix 1

Correspondence Received

- d. General Correspondence
 - i) Battle of Fulford Heritage Trail Email & CYC Response dated 26 January 2024;
 - ii) Fulford Flood Alleviation Scheme Email dated 22 January 2024;
 - iii) Fulford in Bloom request for renovation of the Fulford planters dated 18 January 2024;
 - iv) One Planet York Letter dated 29 January 2024 and attachment;
 - v) St Oswald's Church Ramp Email dated 6 February 2024;
 - vi) Email dated 8 February 2024 to all Parish Councils relating to the York and North Yorkshire Combined Mayoral election 2024 with pre-Election Publicity Guidance
 - vii) Emails with Sports Club representatives and CYC officers relating to the Parish Field (Agenda Item 23217.e.).
- e. NALC Correspondence:
 - i) Chief Executive's Bulletins dated 18th & 25th January and 1st, 8th, 15th & 22nd February 2024.
 - ii) Newsletters dated 24th & 31st January and 7th, 14th & 21st February 2024;
 - iii) NALC Briefing on Council email addresses.
- f. YLCA Correspondence:
 - i) Training & Discussion Forums between 22 January and 29 February 2024;
 - ii) Fire Safety Legislation Changes Guidance for Non-Residential Premises;
 - iii) Law and Governance Bulletin dated January 2024;
 - iv) Personnel and Advice Solutions Ltd council news January 2024;
 - v) The Parkinson Partnership Briefing – Procurement Thresholds from January 2024;
 - vi) White Rose Bulletins dated 19th January and 2nd & 16th February 2024;
 - vii) Councillor development framework;
 - viii) Email relating to York Branch Meeting 15 February 2024;
 - ix) Training Programme April – September 2024.